



Rio Arriba County Detention Center

(RACDC) POLICY 024: RECLASSIFICATION

The Rio Arriba County Detention Facility shall implement procedures necessary to reclassify inmates from one classification to another. Classification can increase or decrease.

Procedure:

Reclassification to a higher security status:

1. When an inmate has committed a serious infraction of facility rules and regulations, or becomes a threat to the security of the facility the inmate shall be placed in maximum security, pending the outcome of the misconduct report. On any infraction. A misconduct report must be submitted to the shift supervisor who in turn will turn it in to the in-coming shift supervisor for proper handling. The incoming supervisor shall make a determination as to whether the inmate will continue to be classified in maximum security or any other security level. The outcome of the report may be appealed to the next level supervisor.
2. Any inmate found trying to escape or found planning an escape shall be isolated immediately. Administration must be notified anytime an inmate is suspected of attempting or planning an escape. Any threat of an escape shall be investigated immediately.
3. Any inmate attempting suicide shall be moved to isolation until mental health personnel has evaluated and determined any other appropriate classification.
4. Any trustee violating facility rules and regulations shall at a very minimum be removed from trustee status.
5. Inmates found guilty of making sexual advances on other inmates will be classified maximum security.
6. Inmates have the right to appeal any classification to the next level supervisor. Final authority rests with the administrator.

Reclassification to a lower custody

1. Inmates may be moved to a lower classification when adjustment within the facility has been good or when facility administrator needs to make room within the facility.



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2. All inmate reclassifications can be voluntary or involuntary. Inmates refusing to move after being reclassified will be subject to disciplinary procedures. Inmates may not refuse involuntary reclassifications.
3. Inmates wishing to become trustee shall make a request to the administration. Administration will make a determination based on need, bond, sentence, and institutional adjustment.
4. Inmates must be completely sober before being classified to minimum, medium or maximum status.